



# Adar Gardens Homeowners Association

## **MINUTES OF THE ANNUAL GENERAL MEETING OF ADAR GARDENS HOMEOWNER'S ASSOCIATION (HOA) HELD IN THE PARK, ADAR GARDENS, VORNA VALLEY ON SATURDAY 11 JUNE 2016**

### **1. PRESENT**

As per attendance register.

### **2. IN ATTENDANCE**

Ms. Sharon Hall – Millennium Business Services cc

### **3. PROXYS**

Unit 37 - C Forbes

### **4. WELCOME**

The Chairman, Mr. J Hill opened the Meeting by welcoming all the members. The Notice of the Meeting was confirmed to be sent out in the prescribed manner, it was also confirmed that a quorum was present at which point the meeting was duly constituted and declared open.

### **5. THE MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING**

The minutes of the previous Annual General Meeting were approved by the meeting.

### **6. CONSIDERATION OF THE CHAIRMAN'S REPORT**

The Chairman distributed the Chairman's report to the Meeting and went through it in detail after which it was approved by the meeting. - The Chairman's report is attached to these minutes.

### **7. APPROVAL OF THE AUDITED FINANCIAL STATEMENTS**

Ms. S Hall presented the audited financial statements in detail for the year ending February 2016. Residents questioned the increase in the security cost from R16 776.00 in 2015 to R 59 832.00 in 2016, it was confirmed that the HOA had changed security companies from TRS to Ria Sebetsa and have also included in the monthly security fee a drive through services which consists of 4 patrols through the complex in a 24-hour period.

The financial statements were accepted by all present at the meeting.

### **8. THE APPROVAL OF INCOME AND EXPENDITURE FOR THE ENSUING YEAR**

Ms. S Hall presented the budget for the ensuing year with a proposed levy increase of 5% which will increase the levies from R 515.00 per unit per month to R 540.00 per unit per month. This levy was approved by all members present at the meeting and will be effective from 1 July 2016.

### **9. TO APPOINT AN AUDITOR FOR THE ENSUING YEAR**

The auditors of the Home Owner's Association for the ensuing year will remain Haasbroek Steyn Chartered Accountants.

### **10. ELECTION OF TRUSTEES**

Mr. J Hill thanked the trustees for all their hard work and commitment over the past year and confirmed that no nominations had been received.

The following proposals and nominations were accepted as Trustees for the ensuing year by the Members:

• Mr. J Hill	-	Unit 24 -	Current Chairman
• Mr. B Dhlwayo	-	Unit 26 -	Finance
• Mr. D Desai	-	Unit 36 -	Finance
• Ms. T Chetty	-	Unit 28 -	Finance
• Ms. A VD Westhuizen	-	Unit 41 -	Gardens
• Mr. T Chetty	-	Unit 28 -	Gardens
• Mr. R Naicker	-	Unit 20 -	Maintenance / Aesthetics
• Mr. S Nel	-	Unit 39 -	Maintenance / Aesthetics
• Mr. J & A Lobb	-	Unit 22 -	Maintenance / Aesthetics
• Mr. A Singh	-	Unit 23 -	Security
• Mr. R Singh	-	Unit 43 -	Security
• Mr. K Ishwarlaal	-	Unit 54 -	Security
• Mr. Silochan	-	Unit 53 -	Security / Maintenance

The Chairman on the section 21 company of the Adar Gardens Home Owners Association will be decided upon and appointed at the first meeting.

#### 11. DETERMINATION OF THE DOMICILIUM CITANDI ET EXECUTANDI

The Domicilium for the Adar Gardens Home Owner's Association will remain that of the Complex Administrator – Millennium Business Services cc.

#### 12. GENERAL and THE CHAIRMAN'S REPORT

General items discussed:

- Residents have been asked to advise either Sharon or the trustees via email, [mbs@netactive.co.za](mailto:mbs@netactive.co.za) , [trustees@adargardens.co.za](mailto:trustees@adargardens.co.za), whatsapp, 082 881 9977 or sms, 082 881 9977 should there be any problems with the intercom systems or gate
- Residents have been requested to ensure that their details, and the details of their tenant should you be renting your unit out, be kept up to date on the Adar Gardens Website: [www.adargardens.co.za](http://www.adargardens.co.za)
- The residents are urged to communicate with the trustees (either good or bad feedback) via the Adar Gardens website and email address: [trustees@adargardens.co.za](mailto:trustees@adargardens.co.za) [www.adargardens.co.za](http://www.adargardens.co.za)
- Remotes not working, please check your batteries before ordering new remotes
- Exit codes are working. You can supply your visitors with exit codes to leave the complex. Sms "tap 1" to 082 882 3865 to request for exit codes.
- Miss call function available to open Main Gate. You can use this in the event you don't have your remote OR when the intercom fails to open the gate. Dial 082 882 3865 to open gate. ONLY available to residents whose numbers are registered on the Intercom System.
- Please ensure your domestic worker has an access tag as they will not be allowed access by fellow residents should they be waiting at the gate to gain access
- It was again reiterated that the security of your unit is of paramount importance, you should not be relying solely on the electric fence and the gate for security
- Structural maintenance only of the complex boundary wall i.e the wall that runs around the boundary of the complex, must be done by the HOA, general maintenance must be done by the owner of the unit.
- Ria Sebetse is only responsible for the security of the common areas of the complex, they may not enter your property should you not have a contract with them
- Residents are welcome to use any security company for the security of their unit, please contact [mbs@netactive.co.za](mailto:mbs@netactive.co.za) to get the access number which the security company will need to gain access to the complex
- Cutting back of the vegetation on the electric fence is done by Paul every three months, should you notice that there is vegetation interfering with the electric fence please inform the HOA via email at [mbs@netactive.co.za](mailto:mbs@netactive.co.za)

There being no further business to discuss, the meeting closed at 10:00

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Minuted by: **SHARON HALL**  
**MILLENNIUM BUSINESS SERVICES**

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Approved by: **JEFF HILL - CHAIRMAN**  
**ADAR GARDENS HOMEOWNERS ASSOCIATION**